

1 [Adopting the recommendations of the City Non-profit Contracting Task Force.]

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3 **Resolution adopting the recommendations of the City Non-Profit Contracting Task**  
4 **Force.**

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6 WHEREAS, On October 26, 2001, the Board of Supervisors created the City Nonprofit  
7 Contracting Task Force to review City contracting policies and procedures and to make  
8 recommendations to the Board to improve and streamline contracting practices for non-profit  
9 health and human services organizations; and

10 WHEREAS, On September 26, 2002, the Task Force submitted a report to the Board  
11 of Supervisors that contained a number of recommendations to improve contracting  
12 procedures for non-profit health and human services; and,

13 WHEREAS, On June 26, 2003, the Task Force submitted a report to the Board of  
14 Supervisors that contained an implementation plan for the recommendations previously  
15 submitted; and,

16 WHEREAS, The objectives of the recommendations include: consolidate contracts,  
17 where appropriate, across or within departments; develop methods to streamline contract  
18 approvals and increase automation; develop and process contract documents early in the  
19 cycle to assure timely payment; create a review/appellate process to implement and oversee  
20 substantive changes to standardization; eliminate unnecessary requirements imposed on  
21 contractors; develop methods to facilitate electronic processing of contracts and payments;  
22 create standardized and simplified contract forms; establish accounting standards for non-  
23 profit contractors; coordinate joint program monitoring, whenever possible; develop standard  
24 monitoring protocol, language and definitions to more clearly define contract requirements;  
25 provide training for personnel who monitor contracts to ensure adequate knowledge and

1 understanding of programs and services; conduct tiered assessments of programs to more  
2 efficiently evaluate program performance; and fund annual cost of living increases for non-  
3 profit contractors; and,

4 WHEREAS, Improving and streamlining the contracting procedures for non-profit  
5 human and health services will improve services to San Francisco residents; now, therefore,  
6 be it

7 RESOLVED, That the San Francisco Board of Supervisors adopts the  
8 recommendations of the City Non-Profit Contracting Task Force and will work toward  
9 achieving the objectives of the Task Force recommendations; and be it

10 FURTHER RESOLVED, That the Board requests that City Departments submit  
11 progress reports to be reviewed at biannual public hearings before the appropriate Board  
12 committee.



City and County of San Francisco

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Tails

Resolution

File Number: 032027

Date Passed:

Resolution adopting the recommendations of the City Non-Profit Contracting Task Force.

February 24, 2004 Board of Supervisors — ADOPTED

Ayes: 8 - Alioto-Pier, Ammiano, Daly, Dufty, Gonzalez, Ma, Peskin, Sandoval


Noes: 1 - Hall

Absent: 1 - Maxwell

Excused: 1 - McGoldrick

File No. 032027

I hereby certify that the foregoing Resolution was ADOPTED on February 24, 2004 by the Board of Supervisors of the City and County of San Francisco.

  
Gloria L. Young  
Clerk of the Board

Date Approved

Mayor Gavin Newsom

March 5, 2004

I hereby certify that the foregoing resolution, not being signed by the Mayor within the time limit as set forth in Section 3.103 of the Charter, became effective without his approval in accordance with the provision of said Section 3.103 of the Charter.

  
Clerk of the Board

File 032027